

CHAPTER 8

ADMINISTRATIVE FACILITIES

8-1. General.

Efficient running of a military storage depot not only depends upon efficient layout of storage areas, but also upon adequate administrative facilities to absorb the personnel and recordkeeping activities that are inseparable from the storage mission. The design considerations associated with providing administrative facilities are perhaps the most straight-forward aspect of depot construction. It is, however, prudent to consult local and national building codes, as well as the following publications:

TM 5-809-1/AFM 88-3, Chap. 1

TM 5-809-2/AFM 88-3, Chap. 2

TM 5-809-3/AFM 88-3, Chap. 3

These manuals cover structural design for buildings, concrete, masonry, and structural steel, respectively; and TM 5-809-10, where seismic design may be applicable.

8-2. Parking facilities.

a. On-street parking. Parking can be considered to be either on-street or off-street. Each administrative building shall have its own parking facility. Where it is feasible, off-street parking is the recommended type. Where it is necessary to utilize on-street parking for a building, parallel parking is recommended over diagonal or perpendicular parking. Additional street width should be provided to accommodate any parking lane. A minimum of 2.5 m (8 ft) is required for parallel parking. Diagonal or perpendicular parking should be used for maximum parking capacity per length of road; however, widening of the street will be necessary to accommodate this type of parking.

b. Off-street parking. Parking lots, or off-street parking, are preferable to on-street parking. Lots should be designed for adequate parking spaces for personnel assigned to the building in question, plus

additional spaces for visitors to the depot. Typical off-street parking is designed for perpendicular parking with two-way traffic lines. The required number of general purpose parking spaces can be determined from criteria found in Architectural and Engineering Instructions Design Criteria (AEI) or TM 5-803-5. Where massive parking lots are necessary, cross traffic connections should be planned every 110 m (360 ft) or 40 spaces. Requirements for roadway design leading to the parking facilities as well as through other storage depot facilities at military installations can be found in TM 5-822-2/AFM 88-7, Chap. 5.

8-3. Miscellaneous considerations.

a. Construction of administrative facilities should be of non-combustible materials which protect against loss by heat and weakening due to fire.

b. Should automatic data processing (ADP) facilities be necessary, consideration should be given to providing a false, raised floor such that electrical cables and cooling equipment can be run beneath this floor. If the raised floor portions are placed on a slab at elevation with surrounding offices, then access to the raised floor areas will be by stairs or ramps. All facilities can be placed on one level, eliminating the need for ramps or stairs, if the slab beneath the portion requiring the raised flooring is recessed and the false floor is installed to the surrounding floor elevations.

c. Doorways and areas housing computer equipment, mechanical equipment, etc. should allow adequate clearances for passage and storage of the equipment needed for operation.

d. In addition to providing adequate space the abovementioned equipment will generally exert heavy loads on the floor area. Design of floors that handle these loads should be accounted for during the preliminary stages.